

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5122

TITLE: SOLID WASTE OPERATIONS DIVISION DIRECTOR

GRADE: S-33

DEFINITION:

Under direction of the Deputy Director, Department of Public Works Environmental Services, Solid Waste Program, plans, organizes and directs Solid Waste Management operational programs; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This class directs all aspects of Solid Waste Management operational division; whereas the Public Works Environmental Services Manager serves as a branch chief in an Environmental Services agency having responsibility for a distinct functional area.

ILLUSTRATIVE DUTIES:

(The illustrative duties listed in this specification are representative of the class but are not an all inclusive list. A complete list of position duties and unique physical requirements can be found in the position description.)

Plans, organizes and implements effective solid waste management operational programs;

Responsible for all operational aspects of the I-66 Transfer Station Complex; I-95

Landfill Complex and Newington Facility;

Collaborates with the Division of Recycling, Engineering and Environmental Compliance staff to ensure facilities maintain regulatory and environmental compliance.

Responsible for strategic solid waste operational programs;

Monitors state and federal regulatory and legislative changes, and provides analysis of potential impact to the County;

Collaborates with the Solid Waste Administrative Branch for the operation division's budgetary, IT and long term staffing requirements;

Supports county-wide emergency/disaster response.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the practices and theory of environmental services;

Knowledge of solid waste disposal programs and techniques;

Comprehensive knowledge of and the ability to enforce County, State and Federal regulatory standards;

Ability to plan and coordinate the work of professional and sub-professional staff;

Ability to prepare clear and concise reports;

Ability to communicate clearly and concisely, both orally and in writing;

Ability to develop and maintain effective working relationships with the public, County officials, and regulatory agencies.

CLASS CODE: 5122

TITLE: SOLID WASTE OPERATIONS DISVISION DIRECTOR

Page 2

EMPLOYMENT STANDARDS:

Any combination of education, experience and training equivalent to graduation from an accredited four-year college or university with a bachelors' degree in environmental sciences or related field; PLUS seven years of progressively responsible experience in the public works field, two years of which must have been in a supervisory capacity.

LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License is required.

REVISED: April 10, 2013

ESTABLISHED: April 1, 2013